

1999



Chesterfield County, Virginia
Return of Business Tangible Personal Property
 For Businesses and Professions
FILE ON OR BEFORE MARCH 1, 1999

1999

Please do not write in SHADED areas

PLEASE PRINT ALL INFORMATION	FEDERAL I.D. #

Auditor	A/A	S/A	LFP	Ext.	Date Filed

NAME OF TAXPAYER _____

TRADE NAME _____

MAILING ADDRESS _____ BUSINESS PHONE _____

TYPE OF BUSINESS _____ DATE BUSINESS BEGAN _____

IN CHESTERFIELD CO. _____

MO. / DAY / YR.

LOCATION / ADDRESS OF PROPERTY _____

TANGIBLE PERSONAL PROPERTY OWNED JANUARY 1, 1999

Please read instructions (on back) carefully before completing Sections 1 & 2.

1. BUSINESS FURNITURE, FIXTURES, EQUIPMENT, AND TOOLS.

Report below the cost of all furniture, trade fixtures, equipment, hand and/or power tools, office machines, books, signs, and any other tangible personal property (except computer equipment reported in Section 2 and certified short-term rental property) used or available for use in your business.

Year Acquired	Cost	%	Assessed Value
1993 & Prior		x 10% =	
1994		x 20% =	
1995		x 30% =	
1996		x 40% =	
1997		x 50% =	
1998		x 70% =	
Total			1.

2. COMPUTER EQUIPMENT.

Report below the cost of all home/office and mainframe computer equipment, including personal and laptop/notebook computers, monitors, large central processing units (CPU's), file servers, tape backup units, uninterrupted power supplies, disk drives, pointing devices, modems, operating software, and peripheral equipment including printers, scanners, network cards and cables, and fax machines.

Year Acquired	Cost	%	Assessed Value
1993 & Prior		x 1% =	
1994		x 5% =	
1995		x 10% =	
1996		x 20% =	
1997		x 40% =	
1998		x 50% =	
Total			2.

Total Assessed Value (add lines 1 & 2 and round to nearest \$5)

\$

**If there are differences from the reported cost figures on last year's return due to disposals or transfers in/out, you must provide detailed documentation (including description, cost, purchase year, and date of change) supporting those differences.*

THIS IS NOT YOUR TAX.
You will be billed later for the tax.

3.

TANGIBLE PERSONAL PROPERTY LEASED, RENTED, OR BORROWED FROM OTHERS

Name and Address of Owner	Start/End Dates	Description	Original Cost	Purchase Option
				<input type="checkbox"/> Bargain Buyout
				<input type="checkbox"/> Fair Market Value
				<input type="checkbox"/> Bargain Buyout
				<input type="checkbox"/> Fair Market Value

Attach schedule if more space is required.

YOU MUST INCLUDE BOTH OF THE FOLLOWING WITH YOUR RETURN:

- (1) An itemized list of all personal property reported (see back of return)
- (2) A copy of the depreciation schedule (FORM 4562) from your most recent federal tax return. If you do NOT complete a federal depreciation schedule, please check here: ☐

Return to: Office of the Commissioner of the Revenue
 P.O. Box 124, Chesterfield, VA 23832-0124
 Ph. (804) 748-1281 Fax (804) 768-8649
www.co.chesterfield.va.us

DECLARATION BY TAXPAYER: I declare that the foregoing statements and figures are true, full and correct to the best of my knowledge and belief. (Section 58.1-11, Code of Virginia).

Please Print Name

Signature of Taxpayer

Date

INSTRUCTIONS

As stipulated in §58.1-3518 of the Code of Virginia, it is the responsibility of every taxpayer who owns, leases, rents, or borrows tangible personal property which was used or available for use in a business or profession and which was located in Chesterfield County, Virginia on January 1, 1999, to report such property on this return.

This property must be reported in Section 1, 2 or 3 of this return and must include personal property which has been expensed or fully depreciated on a federal income tax return. DO NOT REPORT MOTOR VEHICLES, TRAILERS, BOATS, OR AIRCRAFT ON THIS RETURN.

Property must be reported at its actual cost before any allowance for trade-in or depreciation. The cost figures must be reported on a calendar year basis.

IF YOU OWN NO BUSINESS TANGIBLE PERSONAL PROPERTY,
YOU MUST STILL FILE A RETURN; please enter "NONE" in Sections
1 and 2 of this form.

Section 1 - Report in this section the cost of all tangible personal property that is owned or being paid for by installment payments (i.e. conditional sales contract) by the taxpayer filing this return. This section is, in general, reserved for such personal property as furniture, trade fixtures, office machines, tools, some leasehold improvements, etc. Also report in this section all types of fixed and portable signs (billboards, banners, directories, plaques, etc.). Do not report in Section 1 computer equipment, certified short-term rental property or personal property that is leased, rented, or borrowed from others.

Section 2 - Report in this section the cost of all home/office or mainframe computer equipment that is owned or being paid for by installment payments (i.e. conditional sales contract) by the taxpayer filing this return. This section is reserved for computer hardware, peripheral equipment, and operation software. **DO NOT INCLUDE APPLICATION SOFTWARE.**

Leasing companies that manufacture the personal property that is required to be reported in Sections 1 or 2 must report the commercial

retail selling price new for which the property would be sold if it were available for sale. The selling price should be entered on the line corresponding with the year in which the property was manufactured. Those companies that purchase the property that is being reported must enter in Section 1 or 2 as appropriate, the original purchase cost on the line corresponding with the year in which the property was purchased.

NOTE: An explanation must be provided with this return if there is a difference between the reported yearly cost figures shown in Sections 1 and 2 of this return and your 1998 return.

Calculate the assessed value of the property reported in Sections 1 and 2 by multiplying the cost figures by the assessment percentages listed. Total the assessed values in Sections 1 and 2, round that sum to the nearest \$5, and enter the result in the box provided below Section 2.

Section 3 - Report in this section all tangible personal property that is leased, rented, or borrowed from others as required by §58.1-3518 of the Code of Virginia. Please review the terms of each lease to determine if it is a true lease. A "lease-purchase" ("capital lease"), usually noncancelable and characterized by a nominal (often \$1.00) buyout provision, is actually a financing arrangement and should be reported in Section 1 or 2, not in Section 3. Please call this office if you have any questions.

LATE FILING PENALTY - A late filing penalty of 10% will be imposed if this return is not filed or postmarked by March 1, 1999.

LATE PAYMENT PENALTY - A late payment penalty of 10% will be added by the Treasurer's Office to all bills not paid on or before June 5, 1999. If the return is filed after the filing deadline, or if you have not received a bill by May 15, 1999, you must contact the Commissioner's Office to ascertain your tax liability and to make arrangements for payment before the June 5, 1999 deadline to avoid the late payment penalty. If a return is filed after June 5, 1999, the late filing penalty, late payment penalty, and applicable interest will automatically be imposed.

ITEMIZED LIST OF ALL BUSINESS TANGIBLE PERSONAL PROPERTY

Attach schedule if more space is required

[illegible]